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HIGH SCHOOL ENTRANCE

The Act of 1909

AND

The Regulations

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Entrance to the High Schools.

I. Provisions of the High Schools Act of 1909.

44. Subject to the Regulations—

- (a) Candidates who pass the uniform entrance examination for high schools held by boards of examiners provided for in this Act shall be granted admission to the high schools;
- (b) Candidates who have completed the course prescribed for the fourth form of the public school or who have in the opinion of a board of examiners completed a course which gives them an equivalent standing may in the discretion of such board of examiners be by it admitted to the high schools without passing such entrance examination.

45. Subject to the Regulations, any person actually engaged in teaching who holds—

- (a) A permanent High School certificate, or
- (b) A permanent First Class certificate, or
- (c) A Provincial Second Class certificate, and has had five years' experience as a teacher,

may be appointed a presiding officer or a member of a board of examiners.

IN THE COUNTIES.

46.—(1) (a) In a county in which one or more high schools have been established, one or more examination centres shall be established by the high school board from time to time in each district and in other parts of the county by the county council. The county clerk or the secretary of the board as the case may be shall give due notice to the public school inspector of the establishment of such centres, and the inspector shall attach each centre established by the county council to the centre or centres of one of the high school districts.

(b) A high school district shall be under one board of examiners. The public school inspector of the inspectorate in which the high school is situate, and the high school principal or principals in the high school district shall be members of the board of examiners. The public school board and the board of separate school trustees, if any,

of the city, town, or village in which the high school is situate, may each, on or before the first day of June in any year, appoint an additional member to the board. The county council may, also, at its meeting in June, in any year, appoint the principal of one continuation school, having a staff of at least two teachers, to be a member of the board of examiners of the high school district to the centre or centres of which his county centre is attached.

(2) (a) In a county in which no high school has been established, the county council, at its meeting in June, in each year, shall appoint a county board of examiners, consisting of the public school inspectors, with as many more members as may appear to be necessary, and preference shall be given to the principals of the continuation schools of the county.

(b) The county council shall also establish such county centres as it may deem necessary, and the county clerk shall notify the public school inspectors of the establishment of such centres.

(3) Subject to the Regulations, every board of examiners shall in each year appoint such additional members as may be required.

(4) Subject to the Regulations, the expenses of the examination shall be paid, on the requisition of the chairman of the board of examiners, in the case of county centres, by the treasurer of the county, and in the case of the high school district centres, by the treasurer of the high school board.

(5) The county council or the high school board, as the case may be, may impose a fee not exceeding \$1.00 upon each candidate at the county and the high school district centres, which shall be paid by the candidate as prescribed by the Regulations, and shall be paid over at or before the close of the written examination, to the treasurer of the county or of the board, as the case may be.

IN THE TERRITORIAL DISTRICTS.

47.—(1) (a) Where there are one or more high schools in a public school inspectorate in territory without county organization there shall be a board of examiners for each high school. The inspector for the inspectorate in which the high school is situate and the high school principal or principals in the high school district shall be members of the board. The public school board and the board of separate school trustees, if any, of the city, town, or village in which the high school is situate, may each, on or before the first day of June of any year, appoint an additional member. Subject to the Regulations, the board of examiners, in each year shall appoint such additional members as may be required, and preference shall be given to the principals of continuation schools in the inspectorate.

(b) One or more centres shall be established by the high school board in each high school district, and with the approval of the Minister, other centres may be selected and attached by the public school inspector to one of the high school district centres in his inspectorate.

(2) (a) In an inspectorate in which no high school has been established, there shall be a board of examiners, consisting of the public

school inspector and as many more members as may appear to him to be necessary, appointed by the inspector, with the approval of the Minister, and preference shall be given to the principals of continuation schools in the inspectorate.

(b) In such inspectorates, the centres shall be selected by the inspector, with the approval of the Minister.

(3) Subject to the Regulations, the expenses of the examinations shall be paid by the Minister out of any money appropriated by legislation and applicable to that purpose.

Continuation Schools.

Section 11 of The Continuation Schools Act, 1909, provides as follows:

Pupils, whether resident or non-resident, may be admitted to a continuation school in accordance with the Regulations governing the admission of pupils to high schools or on the report of the principal approved by the Public School Inspector.

II. Regulations.

1. In accordance with the foregoing provisions of the High Schools Act of 1909, candidates shall be granted admission to the High Schools, as hereinafter provided, on the certificate of the Principal of the Public, Separate, or Normal Model School at which they have been prepared, or on passing the uniform Departmental examination.

SUBJECTS FOR ADMISSION.

2.—(1) Candidates for admission to the High Schools shall be required to have completed the courses in the following subjects as prescribed for Form IV. of the Public Schools:

Group I.—Literature, History, Art, Physiology and Hygiene, Nature Study.

Group II.—Reading, Writing, Spelling, Geography, Grammar, Composition, Arithmetic.

(2) The Literature of Group I. shall embrace the careful reading during the previous year of at least four suitable works in English Literature (at least two of which shall have been read in class), selected by the Principal for each pupil from a list prepared by the Inspector and communicated by him to the schools before they reopen in August or September.

NOTE.—The works in English Literature shall be provided in the school library or bought by the pupils, as the Board of Trustees may direct.

(3) The examination in Reading shall be both written and oral. The examination paper shall be based on sight passages, and shall be designed as a test of the candidate's ability to understand what he reads. The candidate's knowledge of the selections for memorization shall also be tested on this paper.

GROUP I.

3.—(1) (a) Except as provided in 3 (2) and (4) and 7 below there shall be no examination in the subjects of Group I.

(b) Except as provided in (4) below, no candidate shall be admitted to the examination in the subjects of Group II., who does not present a certificate from the Principal of the Public, Separate, or Normal Model School in which he has been prepared, and which has been approved by the Inspector, as provided in (3) (b) below, that he has completed satisfactorily the courses in the subjects of Group I. In the case of a candidate who writes at a centre outside of the inspectorate in which is situated the school at which he has been prepared, the certificate of the Principal shall not be accepted unless endorsed by the Inspector of said school.

(2) If, on the report of a High or a Continuation School Principal, a High School Entrance Board decides that the pupils of any Public, Separate, or Normal Model School are not adequately prepared in the subjects of Group I., the Board may itself subject the pupils coming from such school to an examination in the subjects of the Group, or in any subjects thereof it may deem necessary.

(3) (a) At his official visits to each school in his inspectorate, and thereafter as he may deem it expedient, the Public or the Separate School Inspector, as the case may be, shall make special enquiry as to whether the subjects of Group I. are being efficiently taken up.

(b) In the case of his non-approval of the course in Group I., the Inspector shall notify the Principal to this effect not later than June 15; otherwise, the Principal may assume the Inspector's approval.

NOTE.—One of the subjects upon which the Inspector should report officially to each School Board is the adequacy of the provision made at the date of his visit for teaching the subjects of Group I. As much of this report as he may deem necessary, he should submit to the Principal also, with any necessary suggestions and directions. It might also be well for the Inspector to require the Principal to forward the time-table in use since his last visit, with copies of at least the final school examination papers in the subjects of Group I., and any other records or particulars he may desire. Under Reg. 18 (3) of 1904, the Inspector may exercise such discretion in regard to Art and Nature Study, as the conditions may seem to him to justify.

(4) When an applicant has not been prepared in a Public, Separate, or Normal Model School, the Public School Inspector shall report the circumstances to the High School Entrance Board, which shall deal with such case as it may deem expedient.

NOTE.—At the High School Entrance examination of 1909, Reg. 26, of 1904, shall apply; Reg. 3 above shall apply thereafter.

GROUP II.

(A) *Admission on Certificate.*

4. On its own motion or at the request of a Board of Education or a High School Board, a High School Entrance Board, after such enquiry as it may deem necessary, may grant admission to candidates on the certificates of the Principals of the Public, Separate, or Normal Model Schools, that such candidates have completed satisfactorily the course prescribed in the subjects of Group II.; but candidates not so admitted may take the uniform examination as herein prescribed.

(B) *Admission on Examination.*

5.—(1) A uniform examination in the subjects of Group II. shall be held annually, as prescribed herein, at the centres provided for in the High Schools Act.

(2) The examination papers shall be prepared by a Provincial Board of Examiners appointed by the Minister. The examiners shall be selected from the Inspectors of the Public and the Separate Schools and the Principals of the High Schools.

(3) A report from the Principal as to the standing of his candidates in the subjects of Group II., may be submitted to the Public School Inspector for the consideration of the High School Entrance Board in connection with the examination results.

(4) The answer papers shall be valued and the results settled by the Board of Examiners constituted under the High Schools Act; but no examiner shall value the answer papers of his own pupils.

6.—(1) The marks for the High School Entrance examination shall be apportioned as follows:

Reading (oral), Writing, Spelling, each 50;

Reading (examination paper), Grammar, Composition, Geography, Arithmetic, each 100.

Two marks shall be deducted for each misspelled word in the Spelling paper, and reasonable deductions may be made for misspelling in the other papers. Deductions shall also be made for want of neatness.

(2) A candidate who obtains 40 per cent. of the marks in each subject and 60 per cent. of the aggregate marks, shall be entitled to pass standing. The examiners may also award pass standing to a candidate who has not made a bad failure in any subject and who has made a high aggregate above the total required.

(3) The decision of a High School Entrance Board shall be final with regard to the admission or rejection of any candidate; but the Chairman may submit a case to the Board for reconsideration on the complaint of any candidate or any other person with regard to the examination.

SPECIAL CASES.

7. In Groups I and II a High School Entrance Board may grant admission, on or without examination, to candidates whose cases deserve special consideration, and who, in its judgment, are able to take up the work of the High School; but this provision shall not apply to a candidate at a centre outside of the inspectorate in one of the Public or the Separate Schools of which he has been prepared, who does not present the certificate of competency in Group I. prescribed in 3 (1) (b) above.

PROVISIONAL ADMISSION.

8.—(1) In the interval between examinations, a pupil who has been prepared on a different course in another Province or Country, or a pupil who was unavoidably prevented from attending the High School Entrance examination, may be admitted provisionally to a High School by the Principal, with the concurrence of the Public School Inspector, if in their judgment he is able to take up the work of the High School.

(2) A report showing the age and attainments of such pupil, with the reasons for his admission, and signed by the High School Principal and Public School Inspector, shall be submitted to the High

School Entrance Board at its next meeting. The Board shall then dispose of the case, and include the name of the pupil, if finally admitted, in its report at the next annual examination.

CERTIFICATES.

9. Each candidate admitted to a High School shall be entitled to a certificate signed by the Chairman and the Secretary.

PRESIDING OFFICERS.

10.—(1) At each centre there shall be a chief presiding officer and such assistant presiding officers as may be required by the Regulations. The chief presiding officer shall have the general oversight of the examination and the custody of the question papers and the answers, and both he and the assistant presiding officers shall be responsible to the Minister for the proper performance of their duties.

(2) The number of candidates under each presiding officer shall not exceed forty.

(3) The Principal of the High School shall be the chief presiding officer at his own school, and the Inspector may be the chief presiding officer at any other centre he may select.

(4) The other chief presiding officers shall be appointed by the senior Public School Inspector, and the assistant presiding officers by the High School Entrance Board.

(5) No presiding officer shall preside over his own pupils.

ORGANIZATION OF THE BOARD.

11.—(1) The High School Principal or the Senior High School Principal, as the case may be, shall be Chairman of a High School Entrance Board on which there are one or more High School Principals.

(2) The Inspector or the Senior Inspector, as the case may be, shall be Chairman of a High School Entrance Board on which there is no High School Principal.

12.—(1) The High School Entrance Board shall appoint annually one of its members as Secretary. The Secretary shall keep the minutes of the Board, and shall record the results, issue the certificates, and report the names of the successful candidates to the Minister and their marks to the unsuccessful candidates.

(2) In an inspectorate in a territory without county organization where there is no High School, the Inspector shall perform the duties of Secretary.

13.—(1) The School Board at each centre, whether in a County or a territory without county organization shall pay the cost of the stationery and any other necessary supplies and all other incidental expenses.

(2) Where candidates are charged fees, as provided in section 46, subsection (5) of the High Schools Act, such fees shall, before the close of the first day of the examination, be collected by the chief presiding officer.

REMUNERATION OF BOARDS AND PRESIDING OFFICERS.

14. Each chief presiding officer shall be paid at the rate of \$4.00 per diem, and each assistant presiding officer at the rate of \$3.00 per diem, for presiding at and conducting the examination in accordance with the instructions of the Department.

15.—(1) A presiding officer, appointed to a centre other than one at his place of residence, shall be allowed the usual cost of conveyance for one return trip between his place of residence and the centre at which he presides.

(2) An examiner whose place of residence is not at the centre where the meetings of the High School Entrance Board are held, shall be allowed for each meeting of the Board the usual cost of conveyance for one return trip between the centre and his place of residence.

(3) Except with the consent of the High School Board or the County Council or the Minister, as the case may be, the allowance for conveyance, provided in (1) and (2) immediately preceding, shall not exceed \$3.00.

16. The examiners shall be paid at the rate of 70c. a candidate for reading the answer papers; and the Secretary shall be paid at the rate of 5c. a candidate.

17. All payments under this section shall be made, on the requisition of the Chairman, as provided in section 46, subsection (4) and section 47, subsection (3) of the High Schools Act.

NOTIFICATION BY CANDIDATES.

18. Every candidate shall notify the Public School Inspector concerned, before May 1st, of the examination centre at which he purposed writing.

REPORTS TO MINISTER.

19.—(1) The Inspector shall report to the Minister not later than the 4th day of May in each year the number of candidates for examination at each centre within his inspectorate.

(2) Within twenty-one days after the last day of the examination, the High School Entrance Board shall issue certificates to successful candidates and statements of marks to unsuccessful candidates, and report to the Minister, on a form to be supplied by him, the names of the successful candidates at each centre.

NOTE.—If the members of a High School Entrance Board are themselves unable to overtake the work of examining the papers within the time specified, they shall appoint examiners [see High Schools Act, section 46 (3)] to assist them, so that the returns may not be delayed.

[Regulations 23, 24, 25, 27 and 28 of 1904 are hereby rescinded.]

*FORM OF PRINCIPAL'S CERTIFICATE.

(See Regulations 2 (2) and 3.)

To the Chief Presiding Officer at the High School Entrance centre at

Name of Candidate.....

Age.....

Address.....

Last Form at School.....

I. I hereby certify that.....

(Name of Candidate.)

(1) has been a pupil in this school for the last.....;
(Months or Years.)

(2) has read the following four works in English Literature during the past year.....

.....;
(3) and has completed satisfactorily the subjects of Group I. prescribed for Entrance into the High Schools, viz.:—Literature, History, Art, Physiology and Hygiene, Nature Study.

II. I hereby further certify that the course in the subjects of Group I. in my School has been approved by the Inspector, as provided in Reg. 3 (3) (b) of 1909.

School.....

Principal.

Principal's Address.....

Dated.....

*The use of the foregoing form of certificate is optional in 1909. In 1910 and thereafter a certificate of this form shall be handed by the candidate to the chief presiding officer before the first examination paper of Group II. is handed out.

In the case of a candidate admitted without examination under Reg. 4 of 1909, this certificate shall be subject to the order of the High School Entrance Board after June 15th.



